

COUNCIL ON AGING MEETING AGENDA
November 10th, 2009
4:45 P.M.

Pledge of Allegiance

Business Reports:

Minutes of previous meetings
Financial Report
Director
S.A.L.T. Council
Grandparents As Parents

Committee: Building: Community Meeting

Old Business: Business Plan: Vision and Mission Statements
Core Values
Participant Survey

New Business: New Ethics Regulations

Correspondence:

Adjournment:

IF YOU HAVE ANY ITEMS FOR THE AGENDA, PLEASE CONTACT THE DIRECTOR OR THE CHAIRPERSON BY 4 P.M. ON TUESDAY, November 9 TH.

IF YOU CANNOT ATTEND THE MEETING: you must call the director or the chairperson prior to the meeting in order to have an excused absence.

EXECUTIVE DEPT.
CITY OF CHICOPEE
2009 NOV - 6 P 10:23

Director's Report
October 14-November 3, 2009

MEETINGS

The director has been attending the weekly Uniroyal Task Force meetings held every Thursday at 11 A.M. in city hall. There was also a meeting with Carl Dietz and Tom Haberlin to discuss the request for proposals for the designer.

BUSINESS PLAN

The staff has taken the revised mission and vision statements. They then developed what they believe to be our core values. On the 3rd, they will look at the senior center/department/service line and conduct an assessment of where we are now.

PROGRAM UPDATES:

myseniorcenter: A hand held scanner which can be used by the Social Services Coordinator and nurse as well as at community events is being purchased by IT for us. This device will help with making it easier for community services to be tracked by the software. Currently, these are added by staff back in the office.

We currently have close to two hundred (200) people using the cards every day. Please note, that many of those who come to the center for services do not log in. Their statistics are put in by staff and volunteers but are not counted in that daily usage statistic.

Social Services: During October, the coordinator and seasonal outreach worker provided assistance to one hundred and eighty-nine (189) older adults for two hundred and forty-nine (249) units of service. Of these, fourteen (14) people were visited at home.

Medicare Part D Presentation

Eighty-three (83) people crowded into the Oak Room to hear a presentation by SHINE Councilor Alan Banusewicz and Fallon and Health New England representatives. Interest was spiked by a \$89 increase in premiums for Blue Cross/Blue Shield and reduced benefits. The evaluations rated the program as excellent or good by almost all. Eleven (11) people indicated that they had anxiety about their health insurance coverage and that ten (10) felt less anxious after the program.

Making Your Assets Last A Life Time

This program was attended by eighteen (18).

Transportation: Ridership for the first quarter of the fiscal year was three hundred and five (305). They received three thousand, nine hundred and fifty-two (3,952) rides. From January 1st to September 30th, three hundred and five (305) different people took eleven thousand and fifty-one (11,051) trips.

Health & Fitness: Suska did a Wii demonstration on the Wii Sports on October 15th and tested a person's fitness level on the Wii Fit.

Wellness Health Center: Diane Weston did a presentation on flu prevention. She is planning a program on Seasonal Affect Disorder (SAD) which affects a large number of older adults during the winter. She is arranging for a company to bring in some of the lights that can be used to offset the disorder.

Birthday Calls Program: October's calls were made to two hundred and thirty-three (233) older adults. Since July 1st, one thousand, one hundred and fifty-seven (1,157)

PERSONNEL Allocation	BEG BAL	PREV EXPENDED	EXPENDED OCT	YTD EXPENDED	% YTD EX	ENDING BAL
DIRECTOR	\$58,204.00	\$13,000.88	\$4,483.06	\$17,483.94	30.04%	\$40,720.06
OFFICE MANAGER	\$34,292.79	\$7,620.62	\$2,627.80	\$10,248.42	29.89%	\$24,044.37
TRANSPORTATION	\$41,151.35	\$9,538.92	\$3,153.36	\$12,692.28	30.84%	\$28,459.07
SUB TRANS CO	\$2,795.58	\$92.28	\$92.28	\$184.56	6.60%	\$2,611.02
DRIVERS	\$36,268.58	\$8,059.51	\$2,779.15	\$10,838.66	29.88%	\$25,429.92
CLERK	\$30,985.92	\$6,885.76	\$2,374.40	\$9,260.16	29.89%	\$21,725.76
JANITOR	\$16,453.44	\$3,656.32	\$1,260.80	\$4,917.12	29.89%	\$11,536.32
HEALTH FIT COORD	\$37,910.25	\$8,424.51	\$2,905.00	\$11,329.51	29.89%	\$26,580.74
PROGRAM COORDINATOR	\$25,347.94	\$8,461.11	\$2,917.62	\$11,378.73	44.89%	\$13,969.21
NURSE	\$11,118.65	\$3,301.50	\$990.45	\$4,291.95	38.60%	\$6,826.70
LONGEVITY	\$800.00	\$400.00	\$0.00	\$400.00	50.00%	\$400.00
PROGRAM ASSISTANT	\$6,305.35	\$2,812.96	\$969.98	\$3,782.94	60.00%	\$2,522.41
PT OFF RECEPTIONIST	2036.96	\$0.00	\$0.00	\$0.00	0.00%	\$2,036.96
TOTAL PERSONNEL	\$303,670.81	\$72,254.37	\$24,553.90	\$96,808.27	31.88%	\$206,862.54

*Adjustments to Budget Amt.

**Adjustment to Prev. Exp. Amt.

OPERATING EXPENSES	BEG BAL	PREV EXPENDED	EXPENDED OCT	YTD EXPENDED	%YTD EXP	ENDING BAL
LIGHT & POWER	\$8,776.00	\$3,173.38	\$816.00	\$3,989.38	45.46%	\$4,786.62
GAS - HEAT	\$9,700.00	\$460.54	\$153.89	\$614.43	6.33%	\$9,085.57
WATER	\$847.00	\$230.72	\$247.86	\$478.58	56.50%	\$368.42
SEWER USAGE FEES	\$847.00	\$312.84	\$302.85	\$615.69	72.69%	\$231.31
REPAIRS TO EQUIPMENT	\$4,500.00	\$1,340.94	\$75.00	\$1,415.94	31.47%	\$3,084.06
TRAINING	\$1,142.00	\$655.00	\$0.00	\$655.00	57.36%	\$487.00
CATERING	\$1,700.00	\$190.77	\$33.00	\$223.77	13.16%	\$1,476.23
TRANSPORTATION	\$1,360.00	\$97.20	\$201.60	\$298.80	21.97%	\$1,061.20
PRINTING	\$1,300.00	\$826.00	\$0.00	\$826.00	63.54%	\$474.00
POSTAGE **	\$4,751.00	\$2,621.91	\$8.98	\$2,630.89	55.38%	\$2,120.11
ADDITIONAL PROGRAMS	\$800.00	\$0.00	\$0.00	\$0.00	0.00%	\$800.00
SPECIAL SERVICES	\$352.50	\$314.11	\$0.00	\$314.11	89.11%	\$38.39
OFFICE SUPPLIES	\$3,800.00	\$887.09	\$149.94	\$1,037.03	27.29%	\$2,762.97
JANITOR SUPPLIES	\$4,000.00	\$1,395.95	\$840.88	\$2,236.83	55.92%	\$1,763.17
MISC DEPT SUPPLIES	\$805.00	\$0.00	\$43.95	\$43.95	5.46%	\$761.05
TRAVEL	\$810.00	\$214.19	\$139.06	\$353.25	43.61%	\$456.75
MEMBERSHIPS	\$200.00	\$55.00	\$0.00	\$55.00	27.50%	\$145.00
TOTAL OPERATING EXP	\$45,690.50	\$12,775.64	\$3,013.01	\$15,788.65	34.56%	\$29,901.85
GRAND TOTAL EXPENSES	\$349,361.31	\$85,030.01	\$27,566.91	\$112,596.92	\$0.66	\$236,764.39

*Adjustments to Budget Amt.

**Adjustment to Prev. Exp. Amt.

FORMULA GRANT FY 10	BEG BALANCE	PREV EXPENDED	EXPENDED OCT	YEAR TO DATE EXP	ENDING BALANCE	% USED
SOCIAL SERVICE COORD	\$45,839.98	\$10,186.67	\$3,512.64	\$13,699.31	\$32,140.67	29.89%
PROGRAM COORDINATOR	\$6,726.74	\$0.00	\$0.00	\$0.00	\$6,726.74	0.00%
PROGRAM ASSISTANT	\$6,354.28	\$0.00	\$0.00	\$0.00	\$6,354.28	0.00%
FITNESS RM ATTENDANT	\$1,018.56	\$0.00	\$0.00	\$0.00	\$1,018.56	0.00%
OUTREACH WORKER	\$2,781.00	\$444.96	\$914.64	\$1,359.60	\$1,421.40	48.89%
MCOA DUES	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0.00%
SR TIMES PRINTING	\$4,256.00	\$0.00	\$0.00	\$0.00	\$4,256.00	0.00%
SR TIMES MAILING	\$14,937.00	\$0.00	\$0.00	\$0.00	\$14,937.00	0.00%
SENIOR COMPANION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SR COMPANION MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANING/CONF	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
EXTENDED HOURS						
SOCIAL SERV COORD	\$802.89	\$0.00	\$0.00	\$0.00	\$802.89	0.00%
PROGRAM COORDINATOR	\$666.88	\$0.00	\$0.00	\$0.00	\$666.88	0.00%
OFFICE MANAGER	\$600.64	\$0.00	\$0.00	\$0.00	\$600.64	0.00%
PROG ASSISTANT	\$94.64	\$0.00	\$0.00	\$0.00	\$94.64	0.00%
HEALTH/FITNESS COORD	\$249.00	\$0.00	\$0.00	\$0.00	\$249.00	0.00%
TOTAL	\$86,627.61	\$10,631.63	\$4,427.28	\$15,058.91	\$71,568.70	17.38%
FRIENDS ACCOUNT FY '10						
ACCOUNT	7/1/09 BEG BAL	BAL AS OF 8/31/09	SEPT DONATIONS	SEPT EXPENDED	YTD EXPENDED	9/30 BALANCE
COA			\$0.00	\$0.00	\$0.00	\$0.00
LUSSIER		\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
LIFE TIMES		\$1,096.00	\$0.00	\$0.00	\$0.00	\$1,096.00
VAN		\$1,447.00	\$0.00	\$0.00	\$0.00	\$1,447.00
BUILDING *		\$5,337.29	\$0.00	\$0.00	\$0.00	\$5,337.29
*\$14,000.00 has been transferred to a CD at an annual yield of 5.20%						